

Invoice # SF 003555



Order form:

Remit to NEW ADDRESS:

Curtis Communications, Inc.
P.O. Box 310273
Des Moines, IA 50331-0273

Phone: 877.376-6158

Fax: 515.864.0020

Web: www.hrclassroom.com/

Email: sales@hrclassroom.com

Purchaser/Licensee: City of Minneapolis

Administrative Contact:

Contact Name: Jolanta Sears
Street Address: 250 South 4th Street
City, State, Zip: Minneapolis, MN, 55415
Phone: (612) 673-3753
Email: jolanta.sears@minneapolismn.gov

Billing: Same as Admin Contact? Yes

Contact Name:
Street Address:
City, State, Zip
Phone:
Email:

Licensing and Payment Information:

Licenses (Training Units): 1,600 @ \$5.99 = \$9,584.00 Start Date: 9/13/2013 End Date: 9/13/2014

Services: Yearly simple interface fee with customization and voice over and Logo Insertion of \$150.00.

Total Services = \$2,100.00

Please pay this amount due: \$11,684.00

Purchaser/Licensee agrees to pay for the agreed number of licenses (training units) described above, located in the HR Classroom Library, for a term beginning on 9/13/2013 and ending on 9/13/2014. A license is used whenever a training module in the HR Classroom Library is completed. No monies will be returned if Purchaser/Licensee does not use all the licenses (training units) purchased within the agreed time period. Payment is due upon receipt of invoice. If payment is not received within 30 days of invoice date, Purchaser/Licensee's access to HR Classroom will be terminated. Due to the nature of internet service, interruptions in service are possible. Efforts will be made to minimize any such interruptions.

Purchaser/Licensee hereby agrees to the Terms and Conditions of Use and Service Agreement located at <http://www.hrclassroom.com/content/terms.aspx> and which is also agreed to and accepted by Purchaser/Licensee before entry into the secure area of HR Classroom.

Accepted by Purchaser/Licensee:

Company: City of Minneapolis
Name/Title: Jolanta Sears/_____

Signature: _____ **Date:** _____

Thank you for your business!

Terms are: due upon receipt. Accounts over 30 days late will have their accounts paused. If paying by credit card, your signature on the line to the left authorizes Curtis Communications to charge the full amount of the invoice to your credit card pursuant to your card issuer agreement.